

MPERAtiv Program Status Report

Status Date: 8/01/2014

Status:

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MPERA Program Manager: June Dosier

Provaliant Program Managers: Kirstin Carlson, Bob Solheim

Description

The MPERAtiv program is comprised of multiple projects, including business process modification, data cleansing, imaging, and a new Line of Business (LOB) information system. Provaliant Retirement, LLC, will provide ongoing project oversight and quality assurance throughout all phases of all MPERA projects included in the MPERAtiv program.

Executive Overview

The MPERAtiv Program status remains green as the status of both the PERIS and Data Cleansing projects remain green. Data cleansing, data mapping, Phase 4A3 design sessions, construction, testing and conversion activities are in progress. We are closely monitoring project risks. MPERA's small staff size and the quantity of project work to be accomplished in the next year remains one of our major project risks.

The Sagitec and MPERA project managers are closely monitoring work on conversion reconciliation tasks and resolution of conversion errors and skips. These 2 areas have significant work that needs to be accomplished prior to the start of UAT in January, 2015.

MPERA has designated a User Acceptance Testing (UAT) Executive team to oversee the planning, execution, monitoring and completion of User Acceptance Testing.

The Ventera Project Manager has resigned from Ventera effective August 8, 2014. Ventera has developed a transition plan. It is possible that Angelia Davis, the current Ventera Project Manager, will be able to continue with our project in a different role with reduced responsibilities.

Activities completed since last status report

PERIS (Line of Business)

- 14 of 18 Phase 4A3 use case packets have been accepted.
- 3 use cases are currently in design.
- 11 of 19 use cases are complete and 5 are in construction or unit test.
- 10 Training Manuals have been accepted.

Data Cleansing

- Accepted Phase 4A3 Data Mapping Matrix (DMM) deliverables.
- Completed all Phase 4A3 Entity Mappings.

Activities to be completed in next month

PERIS (Line of Business)

- Complete planning for phase 4B – Member Self Serve Portal.
- Continue monitoring of conversion reconciliation and conversion error and skip resolution activities.
- Continue with Phase 4A3 Joint Application Design (JAD) sessions and use case supplements changes.
- Continue with Phase 4A3 construction.
- Continue mock conversion activities.
- Continue with Training Manual review and acceptance.

Data Cleansing

- Continue data cleansing and data analysis activities.
- Continue review and acceptance of Phase 4A3 Data Mapping Matrix (DMM) deliverables.
- Continue data reconciliation activities.

Awareness Items

The Ventera Project Manager, Angelia Davis has turned in her resignation effective 8/8/2014. Ventera is developing a plan to replace her. Currently there is a possibility that she will work part time and will be able to assist us with the remaining data mapping tasks and provide guidance to the new Ventera Project Manager. We have added this as issue #63 to the MPERAtiv Risk/Issue log.

This will remain on next month's status report.

Scope/Schedule/Cost Updates

- Cost: All requirements within cost.
- Scope: All requirements within scope.
- Schedule: All projects on schedule.
- Resources: Risks #6 is of concern and will be monitored closely.
- Quality: Quality continues to be good.

Issues/Risks

MPERAtiv Risk #6: Risk: MPERA's relative small staff size when compared to amount of change and work projected in MPERAtiv. This could be exacerbated by staff turnover in key areas.

IMPACT: Projects maybe delayed and cost increased due to lack of resources.

MITIGATION: Look at utilizing more internal staff resources and continue to monitor.

Mitigation Update:

Resources continue to be a risk to the MPERAtiv project.

In November, 2013 we augmented staff with the hiring of one additional technical staff and 2 working retirees/temporary data cleansing technicians to assist with data cleansing. The working retirees/temporary data cleansing technicians did not work as well as we hoped as they did not stay with MPERA more than a few months. At this point of the project, it is not beneficial to bring on staff that is unfamiliar with the project.

Currently to mitigate this risk, we will be using more internal staff resources working overtime.

This risk is currently being monitored. It will be removed from next month's status report.

MPERAtiv Risk #8: High staff turnover in key areas.

Executive Sponsor is retiring early and other management staff my leave MPERA.

IMPACT: Delay in project completion.

MITIGATION: Per decision in the 1/22/2014 Steering Committee meeting, the project sponsors, the executive sponsor and the project manager created the backup plan included with this status report.

This risk was not realized and will be removed from next month's status report.